



## **Staff Report for Committee of the Whole Meeting**

**Date of Meeting:** April 23, 2018

**Report Number:** SRCS.18.12

**Department:** Community Services

**Division:** Recreation and Culture Services

**Subject:** 2018 Outdoor Special Occasion Permit  
Requests

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### **Purpose:**

To have the 2018 outdoor special occasion permit requests approved by Council.

### **Recommendation(s):**

a) That the 2018 outdoor special occasion permit requests outlined in staff report SRCS.18.12 be approved.

### **Contact Person:**

Darlene Joslin, Director of Recreation and Culture, extension 2423.

### **Report Approval:**

**Submitted by:** Shane Baker, Commissioner of Community Services

**Approved by:** Neil Garbe, Chief Administrative Officer

All reports are electronically reviewed and/or approved by the Division Director, Treasurer (as required), Town Solicitor (as required), Commissioner, and Chief Administrative Officer. Details of the reports approval are attached.

## **Background:**

Each year organizations request permission to hold special occasion permits at various outdoor park locations. The Liquor License Board of Ontario requires a motion from Council approving the request in order for the groups to obtain a liquor license. All groups are required to follow the terms of the Town of Richmond Hill Municipal Alcohol Policy and abide by all regulations stipulated by the Liquor License Board of Ontario.

## **Financial/Staffing/Other Implications:**

All special occasion permit holders pay \$300 per event in accordance with the approved Tariff of Fees By-Law. Revenue is deposited into account 831-109469.

## **Relationship to the Strategic Plan:**

Enforcement of the Municipal Alcohol Policy and ensuring special occasion permits are in compliance with the rules and regulations of the Liquor License Board of Ontario aligns with Goal One of the Strategic Plan specifically by promoting the use of parks and public spaces as places for people to assemble and connect.

## **Conclusion:**

The permit requests for 2018 comply with all regulations set out by the Liquor License Board of Ontario and as outlined in the Municipal Alcohol Policy. Staff therefore, recommends all requests, attached in Appendix A be approved.

## **Attachments:**

- Appendix A – 2018 Special Occasion Permit Requests

### **Report Approval Details**

Document Title:	2018 Outdoor Special Occasion Permit Requests.docx
Attachments:	- 2018 Special Occasion Permit Requests - Appendix A.docx
Final Approval Date:	Apr 16, 2018

This report and all of its attachments were approved and signed as outlined below:

**Darlene Joslin - Apr 16, 2018 - 11:58 AM**

**Shane Baker - Apr 16, 2018 - 5:05 PM**

**Neil Garbe - Apr 16, 2018 - 7:43 PM**